



*Embassy of the United States of America  
Muscat- Oman*

***FACILITY MANAGEMENT OFFICE***

**SCOPE OF WORK**

***DATE: February 22, 2015***

***PROJECT: X0035 APO modification install roof & enclose the front area***

***LOCATION: X0035 APO mail room in parking area***

**1. PROJECT DESCRIPTION**

**Install roof & floor tiles and enclose the front area in front of APO mail room**

**2. PROJECT SCHEDULE & WORKERS.**

- a. Work days to be coordinated with Facilities Manager( FM)/Contracting Officer's Representative ( COR)
- b. Contractor should submit proposed work schedule and time line for FM's/ COR's approval.
- c. Work hours will be from **0800** to **17:00**, Sunday through Thursday

**3. QUALITY CONTROL**

- a. A site supervisor that has a minimal knowledge of English must be present at all times.

- b. Site supervisor will ensure the material is not damaged prior to or during installation and that standard industry practices as defined in the International Building Code, are followed at all times.
- c. A final inspection will be held with the Embassy and the site supervisor to inspect for quality of the finished works.

#### 4. SAFETY

- a. Site supervisor will ensure that all equipment used during the project is in safe operating condition. All personnel on the job site will be given the appropriate safety equipment. The Embassy reserves the right to stop the work if any unsafe conditions are found.
- b. All electrical equipment such as drills, grinding, buffing machines and any extension cords must be properly grounded and be free from any defect in the insulation
- c. All ladders/scaffoldings will be in good condition and used in a proper manner.

#### 5. SECURITY

- a. A list of all personnel working on the project along with Identification numbers must be submitted to the embassy no later than 5 working days prior to the beginning of actual starting date of the project.

### **X0035 APO modification install roof & enclose the front area**

- 1. Relocate the existing wall mounted split A/c condenser away from the proposed enclosed area.
- 2. Install floor tiling on the existing floor sloping to exterior side.
- 3. Construct fiber glass roof with proper slope as per APO modification Drawing X001.
- 4. Seal around the wall against water leak.
- 5. Install chain linked fencing with double swing door as per the sketch X001
- 6. Clean & clear the area